

NEIL ABERCROMBIE  
GOVERNOR



HAKIM OUANSAFI  
EXECUTIVE DIRECTOR

**STATE OF HAWAII**  
DEPARTMENT OF HUMAN SERVICES  
HAWAII PUBLIC HOUSING AUTHORITY  
1002 NORTH SCHOOL STREET  
POST OFFICE BOX 17907  
Honolulu, Hawaii 96817

BARBARA E. ARASHIRO  
EXECUTIVE ASSISTANT

IN REPLY PLEASE REFER TO:  
12:CPO/006

January 13, 2012

TO: Interested Parties

FROM: Rick T. Sogawa   
Acting Procurement Officer

SUBJECT: Invitation-for-Bids, No. PMB-2011-32, Addendum No. 1

This Addendum No. 1 is to: 1) inform interested parties that no written questions were received at the Pre-Bid Conference conducted by the Hawaii Public Housing Authority on January 4, 2012, up until January 11, 2012, 2) revise the Procurement Timeline; 3) revise Attachment 2 – Bid Offer Form; and 4) revise Attachment 3 – AMP 34 Specifications as follows:

1. Revised Procurement Timeline:

| Activity                           | Scheduled Dates         |
|------------------------------------|-------------------------|
| Public notice announcing IFB       | December 27, 2011       |
| Distribution of bid specs/bid form | December 27, 2011       |
| Pre-Bid Conference                 | January 4, 2012         |
| Site inspection period             | January 4 – 17, 2012    |
| <b>Bid submittal deadlines</b>     | <b>January 25, 2012</b> |
| <b>Bid Opening</b>                 | <b>January 25, 2012</b> |
| Notice of award                    | January 2012            |
| Contract execution                 | February 2012           |

2. Attachment 2a – Bid Offer Form, Rev. 1/13/12, **replaces** Attachment 2 – Bid Offer Form.
3. Attachment 3a – AMP 34 Specifications, Rev. 1/13/12, **replaces** Attachment 3 – AMP 34 Specifications

If you have any questions, please call Rick Sogawa, RFP Coordinator, at (808) 832-6038. Thank you for your attention to this matter.

AN EQUAL OPPORTUNITY AGENCY



Location of Service: Makua Alii

| Type of Tree | Description of Work                                                 | Quantity | Location                                                           |
|--------------|---------------------------------------------------------------------|----------|--------------------------------------------------------------------|
| Shower Trees | Crown cleaning, containment, raising, remove suckers, water sprouts | 14       | (7) Driveway, (7) at Mauka Courtyard require a tree climber,       |
| Monkey Pod   | Crown cleaning, containment, remove watersprouts                    | 9        | parking lot and driveway, (1) in courtyard requires a tree climber |
| Coconut      | Crown cleaning, remove fruit                                        | 10       | Courtyard, driveway                                                |
| Norfolk Pine | Resistograph Test                                                   | 1        | Courtyard                                                          |
| Fan Palm     | Crown cleaning                                                      | 11       | Mauka Entrance                                                     |

Location of Service: Paoakalani

| Type of Tree   | Description of Work                                                                | Quantity | Location              |
|----------------|------------------------------------------------------------------------------------|----------|-----------------------|
| Norfolk Pine   | Resistograph testing to determine structural integrity                             | 46       | Driveway, parking lot |
| Norfolk Pine   | Structural damage. Cut to ground and stump grind below soil line. Fill with mulch. | 4        | Parking lot           |
| Tecoma         | Crown cleaning, containment from building                                          | 26       | Courtyard             |
| Narra          | Crown cleaning                                                                     | 1        | Driveway              |
| Mountain Apple | Crown cleaning                                                                     | 1        | Courtyard             |

|             |                                                                              |    |                        |
|-------------|------------------------------------------------------------------------------|----|------------------------|
| False Olive | Crown cleaning, containment from neighboring property and remove waterspouts | 28 | Courtyard, Kaheka Gate |
|-------------|------------------------------------------------------------------------------|----|------------------------|

Location of Service: Kalakaua Homes

| Type of Tree     | Description of Work                                                  | Quantity | Location                                      |
|------------------|----------------------------------------------------------------------|----------|-----------------------------------------------|
| Shower Trees     | Crown cleaning, containment, raising, remove suckers, water sprouts  | 6        | driveway                                      |
| Kukui Nut        | Crown cleaning, raising, containment, remove water sprouts           | 4        | 1545 Parking lot & 1551 Bldg. B parking lot   |
| Mahogany         | Crown cleaning, raising, containment, thinning as needed             | 2        | 1551 Bldg F & G parking lot                   |
| Norfolk Pine     | Resistograph test to determine structural integrity                  | 4        | 1545 Driveway                                 |
| Hong Kong Orchid | Crown cleaning, containing, raising, remove water sprouts & suckers  | 9        | 1551 behind Bldg. A, B, C & behind Bldg. E, D |
| Tecoma           | Crown cleaning, containment, raising, remove water sprouts & suckers | 3        | 1545 & 1551 Bldg F                            |

IFB-PMB-2011-32

SEALED BID OFFER

Hawaii Public Housing Authority  
Contract and Procurement Office  
1002 North School Street, Bldg. D  
Honolulu, HI 96817

Dear Sir/Madam:

The undersigned has carefully read and understands the terms and conditions specified in the Invitation for Bid, Specifications and the General Conditions by reference made a part of this Bid and hereby submits the following offer to perform the work specified.

That the undersigned further understands and agrees that by submitting this Sealed Bid, 1) it is declaring its Bid is not in violation of Chapter 84, Hawaii Revised Statutes, concerning prohibited State contracts, and 2) it is certifying that the price(s) submitted was (were) independently arrived at without collusion.

Exact Legal Name of Offeror: \_\_\_\_\_

Business address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Hawaii General Excise Tax License I.D. Number: \_\_\_\_\_

Social Security or Federal I.D. Number: \_\_\_\_\_

Respectfully Submitted:

\_\_\_\_\_  
Authorized (Original) Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Telephone/Fax number

State Department of Commerce and Consumer  
Affairs License Type C-27 or C-27B License #: \_\_\_\_\_

Name of ISA Certified Arborist: \_\_\_\_\_  
Certification No. \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Offeror is: ☐ Individual ☐ Partnership ☐ Corporation ☐ Joint Venture

State of Incorporation: ☐ Hawaii \*☐ Other \_\_\_\_\_

\*If "other", is corporate seal available in Hawaii? ☐ Yes ☐ No

Interested bidder shall list below business firms and/or government agencies to which he has provided tree trimming similar or identical to those required by the IFB.

|    | <u>Firm or Agency</u> | <u>Contact Person</u> | <u>Telephone No.</u> |
|----|-----------------------|-----------------------|----------------------|
| 1. | _____                 | _____                 | _____                |
| 2. | _____                 | _____                 | _____                |
| 3. | _____                 | _____                 | _____                |

Insurance coverage to be provided by:

Commercial General Liability: \_\_\_\_\_

Name of Agent: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Workers Comp: \_\_\_\_\_

Automobile Insurance: \_\_\_\_\_

**Signature of Offeror** \_\_\_\_\_

Employees Performing Services. Interested offeror shall list employees and their position description.

| Name | Position/Description |
|------|----------------------|
|      | Arborist             |
|      |                      |
|      |                      |
|      |                      |
|      |                      |
|      |                      |
|      |                      |
|      |                      |
|      |                      |

Equipment/Vehicles. Interested offerors shall list type of equipment/vehicles to be used to provide specified services. License numbers shall be provided for vehicles and equipment. If a license number is not available, the interested offeror, shall use designation letters A, B, C, etc. to signify different equipment, ie., wood chipper A, wood chipper B, etc.

| Equipment | License Number |
|-----------|----------------|
|           |                |
|           |                |
|           |                |
|           |                |
|           |                |
|           |                |
|           |                |

For evaluation purposes the interested offeror shall complete the following:

| Class                                   | Estimated No. of Workers | Estimated No. of Labor Hours | Hourly Rate |
|-----------------------------------------|--------------------------|------------------------------|-------------|
| Tree Trimmer Helper (BC 03)             |                          |                              |             |
| Tree Trimmer (BC 07)                    |                          |                              |             |
| Tree-Trimmed-Truck Drive (BC 05)        |                          |                              |             |
| Tree Trimmer-Heavy Truck Driver (BC 07) |                          |                              |             |
| Tree Trimmer Equipment Operator (BC 08) |                          |                              |             |

Offeror \_\_\_\_\_  
Name of Company

Due Date: January 25, 2012; 10:00 a.m. HST

The following bid is hereby submitted for providing tree trimming services for Kalakaua Homes, Makua Alii and Paoakalani under Asset Management Project 34 on the Island of Oahu. Interested offerors must complete each line item. Award shall be based on the total sum bid price of all items.

**Asset Mgmt Project 34****1012 Makua Alii**

| Tree Type           | Quantity | x | Unit Price | = | Total Price |
|---------------------|----------|---|------------|---|-------------|
| Shower Tree         | 14       | x |            | = |             |
| Monkey Pod          | 9        | x |            | = |             |
| Coconut             | 10       | x |            | = |             |
| Norfolk Pine - Test | 1        | x |            | = |             |
| Fan Palm            | 11       | x |            | = |             |
| Sub-Total           |          |   |            |   |             |

**1036 Paoakalani**

| Tree Type             | Quantity | x | Unit Price | = | Total Price |
|-----------------------|----------|---|------------|---|-------------|
| Norfolk Pine - Test   | 46       | x |            | = |             |
| Norfolk Pine - Remove | 4        | x |            | = |             |
| Tecoma                | 26       | x |            | = |             |
| Narra                 | 1        | x |            | = |             |
| Mountain Apple        | 1        | x |            | = |             |
| False Olive           | 28       | x |            | = |             |
| Sub-Total             |          |   |            |   |             |

**1062 Kalakaua Homes**

| Tree Type           | Quantity | x | Unit Price | = | Total Price |
|---------------------|----------|---|------------|---|-------------|
| Shower Tree         | 6        | x |            | = |             |
| Kukui Nut           | 4        | x |            | = |             |
| Mahagony            | 2        | x |            | = |             |
| Norfolk Pine - Test | 4        | x |            | = |             |
| Hong Kong Orchid    | 9        | x |            | = |             |
| Tecoma              | 3        | x |            | = |             |
| Sub-Total           |          |   |            |   |             |
| Total               |          |   |            |   |             |

January 13, 2012

Invitation-for-Bids, No. PMB-2011-32

Furnish Tree Trimming Services at Kalakaua Homes, Makua Alii, and Paoakalani under  
Asset Management Project 34 on the Island of Oahu

Addendum No. 1

Please sign and return this addendum no. 1 acknowledgement upon receipt to the HPHA,  
Contract and Procurement Office. If you have any questions, please contact Mr. Rick  
Sogawa, RFP Coordinator, at (808) 832-6038.

Thank you.

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Offeror (Name of Company)

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Signature

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Date